

# **CITY OF DETROIT'S PLANNING & DEVELOPMENT DEPARTMENT**

## **REQUEST FOR PROPOSALS**

### **South Phase of Parcel No. 4**

**RFP Pick-up:**

**Monday, April 13, 2009  
9:00 a.m.**

**RFP Submission Due Date:**

**Monday, July 13, 2009  
3:00 p.m.**

**RFP Submission Instructions and Location:**

**Please submit five (5) copies  
One (1) original and four (4) copies**

**Minimum Bid Requirement:**

**\$285,000.00**

**Notice of Non-Discrimination:** The City of Detroit does not discriminate on the basis of race, color, creed, national origin, age, handicap, sex or sexual orientation. Complaints may be filed with the Detroit Human Rights Department, 1026 Coleman A. Young Municipal Center, Detroit, Michigan 48226.



# **TABLE OF CONTENTS**

**Section I. Purpose of the Request for Proposals**

**Section II. Background**

**Section III. Property Description**

**III-A Identification of Property (Legal Description)**

**III-B Land Area**

**III-C Zoning**

**III-D Minimum Bid**

**Section IV. Desired Experience**

**Section V. Directions for Submission**

**Section VI. Submission Requirements**

**Section VII. Selection Process**

**Section VIII. Reservation of Rights**

**Section IX. Submission Deadline**

**Section X. Request for Proposals Timetable**



## **Section I**

### **PURPOSE OF THE REQUEST FOR PROPOSALS**

The City of Detroit's Planning & Development Department (P&DD) is seeking out proposals from qualified Developers for the purpose of developing a 3.7854 acre site, the South Phase of Phase No. 4, in the Wholesale Distribution Center Rehabilitation Project No. 3 within Eastern Market. It is specifically located in the area bounded by I-75 Service Drive (west), vacated Watson (south), vacated Erskine (north), and Rivard (east). This is a redeveloped area in the Eastern Market Urban Renewal area, west of the Detroit Central Business District.

The intent of this Request for Proposals is to retain an experienced Developer who will construct a wholesale food distribution and/or supporting services development. The selected Developer must be experienced, effective and have the necessary financial capabilities to complete this project. Potential respondents are encouraged to submit a comprehensive proposal that includes the development experience of the Development team, level of responsibilities within the Development team, a site plan detailing the development proposed and a preliminary project schedule/strategy for developing the site. The objective of the Developer and P&DD is to attract a new development that will build upon the inherent strengths of the site while promoting additional investment for the Eastern Market area.

## **Section II**

### **BACKGROUND**

The City of Detroit's Planning and Development Department is accepting Proposals from qualified Developers for the purchase and development of City-owned property located on the corner of Rivard and Watson in the Wholesale Distribution Center Rehabilitation Project No. 3. The subject site identified falls within Cluster 4 of the Community Reinvestment Strategy. It is located west of Detroit's Central Business District within Eastern Market.

The Eastern Market area is considered to be one (1) of the region's premier assets. Developments located southeast of the area consist of high-rise apartments, townhouses and garden style condominiums. On the opposite side of the Chrysler Freeway (I-75) are the Comerica Park and Ford Field athletic stadiums, the court district and the Greektown Casino District. Due to its proximity to the downtown area, prospective buyers have a geographical advantage when investing in the present and future potential of the site.

**Demolition of the site and the removal of the sub-structure of previous buildings located on the site was performed in accordance with the City of Detroit's Building and Safety Engineering Department code and regulations. The selected Developer will be responsible for "ALL" infrastructure costs related to the project, included but not limited to electrical, street, water, sewerage, etc.**

**NOTE: A 48 INCH WATER LINE EASEMENT LOCATED WITHIN THE VACATED ERSKINE STREET RIGHT OF WAY LIES WITHIN THE 3.7854 ACRE PROJECT BOUNDARY**

### **Section III**

### **PROPERTY DESCRIPTION**

#### **Section III-A**

#### **Identification of Property (Legal Description)**

Land in the City of Detroit, County of Wayne and State of Michigan being all of Lots 61 thru 64, Lots 66 thru 70, Lots 77 thru 81, and Lots 83 thru 86 inclusive, and the southerly 90.00 feet of Lots 65 and 71, also all of Lots 72, 75 and the northerly 56.68 feet of Lots 76 and 82, also the westerly 14.00 feet of Lots 73 and 74 all of the "Albert Crane's Section of the Rivard Farm, being a Subdivision of Outlot 184", as recorded on May 20, 1863 in Liber 1, Page 125 of Plats, Wayne County Records; also the westerly 14.00 feet of Lot 74 and all of Lots 75 thru 86 both inclusive of "Connor's Subdivision of the South part of Outlot No. 185, Rivard Farm", as recorded on February 4<sup>th</sup>, 1870 in Liber 1, Page 258 of Plats, Wayne County Records; also that part of Lots 303, 304 and 327 easterly of a line described as beginning on the southerly line of said Lot 303, 9.25 feet westerly of the southeast corner of said Lot 303, thence northerly to a point on the northerly line of said Lot 327 and a point of ending being 17.90 feet westerly of the northeasterly corner of said Lot 327 all of the "Plat of the Crane and Wesson Section of the Louis Moran Farm", as recorded in Liber 1 of Plats, Page 58, Wayne County Records; also all of Lots 87 thru 98 both inclusive and the westerly 14.00 feet of Lot 99 and the South 25.00 feet of Lots 100 thru 112 both inclusive of "Plat of the South Half of Outlot 185, Rivard Farm being Connor's Section of the Rivard Farm", as recorded on October 24<sup>th</sup>, 1866 in Liber 1, Page 182 of Plats, Wayne County Records; also all the following vacated public right-of-ways adjoining all the above said lots and subject to easements contained in the vacating resolution: that part of public alley 20 feet wide, vacated by the City of Detroit on June 13, 1922; also that part of vacated public alleys 20 feet wide and 30 feet wide, plus all of vacated Erskine Street, 50 feet wide, and the Northerly ½ of Watson Street, 50 feet wide, vacated by Detroit City Council on March 7, 1990 as recorded in J.C.C. pages 515 thru 521; Except that part of said Lot 100 "Plat of the South Half of Outlot 185 Rivard Farm Being Connor's Section of the Rivard Farm" recorded in Liber 1 of Plats Page 182, Wayne County Records taken for the widening of Rivard Street as dedicated by Detroit City Council on March 7<sup>th</sup>, 1990 and recorded in J.C.C. pages 515 thru 521. Parcel bounded as follows: lying easterly of the easterly right-of-way line of the Chrysler Freeway Service Drive; lying southerly of a line 95.00 feet southerly of and parallel to the center line of vacated Benton Street, 50 feet wide; lying westerly of the westerly line of Rivard Street, 62 feet wide; and lying northerly of the center line of vacated Watson Street, 50 feet wide. Complete parcel contains 164,890 square feet or 3.7854 acres more or less.

### **Section III-B**

#### **Land Area**

South Phase of Parcel No. 4 containing approximately 164,890 square feet or 3.7854 acres.

### **Section III-C**

#### **Zoning**

This area of the Wholesale Distribution Center Project No. 3 has been identified as B-6 (General Services District).

### **Section III-D**

#### **Minimum Bid**

The City of Detroit has established a minimum bid price for this property at **Two Hundred Eighty Five Thousand and 00/100 Dollars (\$285,000.00)**

For the site, P&DD envisions a commercial development compatible in density, scale, lot size and architectural design to adjacent developments within the area. The Development shall conform to the controls set forth by the Wholesale Distribution Center Rehabilitation Project No. 3 Development Plan, limited to Food Distribution (FD) and Supporting Services (SS) uses, as described in the Land Use section of the plan.

### **Section IV**

#### **DESIRED EXPERIENCE**

- ? Experience in land development.
- ? Experience in undertakings comparable to the proposed project that have been solely completed by the Developer or party of which the Developer has an affiliation.
- ? Experience with master planning and development.

### **Section V**

#### **DIRECTIONS FOR SUBMISSION**

The required submission of the Statement of Proposal must be submitted in a three-hole binder with tabbed numbers for each identified section. All materials must be submitted in an 8.5" x 11" format. To be deemed responsive and eligible for consideration, respondents must submit one (1) **original** proposal, clearly marked, containing original signatures in blue ink, along with four (4) copies and one (1) 3.5" floppy disk (electronic format) either Microsoft Word 97 or Corel Word Perfect 8, in a sealed envelop to the Planning and Development Department by the designated time, without exception.

Proposals sent by overnight delivery service will be considered timely filed if date stamped is at least one (1) day before the date set for receipt of proposals and time stamped at a time that should have, pursuant to the express policy of the overnight delivery service used, permitted delivery at the date, time and place set for receipt of proposals. The burden of proof to establish timely filing of a proposal by overnight delivery service shall be solely upon the entity or person submitting the proposal. It is the respondent's obligation to ensure the required submission in a timely manner at the specified location. Any proposal, which is not properly

marked, addressed, or in the required form, or delivered to the submission place by the required submission date and time, will be ineligible for consideration.

Faxed submissions of the Statement of Proposals will not be accepted. Once received by the Planning and Development Department, submission will not be returned. Formal communication, such as requests for clarification and/or information concerning this solicitation shall be submitted in writing at the address listed below. No information concerning this solicitation or request for clarification will be provided in response to telephone calls. All requests for information must be received by the Planning and Development Department no later than **3:00p.m., local time, Monday, July 6, 2009.**

**All expenses involved with the preparation and submission of the Request for Proposals to the City of Detroit, or any work performed in connection therewith shall be assumed by the Developer. No payment will be made by the City of Detroit for any responses received, nor for any other effort required of or made by the Developer prior to commencement of work.**

## **Section VI**

### **SUBMISSION REQUIREMENTS**

Your response must be signed by an official, authorized to bind your firm or team to its provisions, and must state the names, addresses and phone numbers of all persons authorized to negotiate the proposed project.

Respondents must submit the following documentation in the order listed, which will serve as the Statement of Qualifications.

1. A description of your organization's approach to the development process including identification of key milestones and a strategy for developing the site for a typical commercial project. Also, include the average timetable for each major task.
2. A general description of the Developer's organization and current and past development activities. A letter should acknowledge the participation of each team member and authorize the Developer to utilize its qualifications to compete for the site.
3. A listing of all development projects over the past five (5) years with the following information: name and location of development; team members, corporate and individual, actually involved in such developments; total project development costs; type of financing methods and funding sources; date project commenced and date completed; name, address and telephone of client/owner; and any financial interest in the referenced developments.
4. Names and resumes of key personnel who will constitute the Development Team.
5. Banking references, and two (2) current or recent client references for development projects that the Respondent has successfully completed within the past three (3) years.

6. The Developer should also identify specific actions that will be taken to ensure that MBE/WBE (Minority Business Enterprise/Woman Business Enterprise) goals are met. The respondent must also be willing to adhere to Executive Orders Nos. 4 and 22, in addition to demonstrating a willingness to work with the City of Detroit in order to receive all necessary reviews (Wholesale Citizen's District Council, etc.).
7. The annual audited corporate financial statements and un-audited year to date financial statement for the most recent month end for all entities comprising the development team. The financial statements shall include evidence of financial capacity and resources to carry out the overall development. These documents shall be submitted in a sealed envelop clearly marked "Confidential".

## **Section VII**

### **SELECTION PROCESS**

Any individual, team or firm, is encouraged to submit proposals. However, the City of Detroit's Planning and Development Department reserves the right to select those individuals deemed qualified to develop the South Phase of Parcel No. 4 site.

The final selection will be made based on the overall qualifications, presentation, references and information provided in the Statement of Proposals. Once the selection process is complete, the Developer will be expected to enter into a Development Agreement with the City of Detroit's Planning and Development Department.

The property to be sold, the South Phase of Parcel No. 4, shall be subject to the review and recommendations of the Wholesale Citizen's District Council, the City Planning Commission and Detroit City Council.

## **Section VIII**

### **RESERVATION OF RIGHTS**

The City of Detroit reserves and may exercise the right to request one (1) or more of the Developers to provide additional material, clarification, confirmation or modification of any information in the submission, and can supplement, amend, substitute, cancel, or otherwise modify this Request for Proposals anytime prior to the selection of one (1) or more Developers.

**PLEASE NOTE: ALL PROPERTY WILL BE SOLD "AS IS".**

**Prospective candidates are hereby notified that the Planning and Development Department has not investigated the environmental conditions of the properties included in this Request for Proposals. Various Federal, State or other City agencies may have information regarding the environmental condition of the South Phase of Parcel No. 4 within the Wholesale Distribution Center Rehabilitation Project No. 3. Each firm is encouraged to conduct its own due diligence regarding the environmental condition of the property which that firm proposes to acquire and is notified that the property may be subject to environmental contamination. The City of Detroit makes absolutely no warranty or representation regarding the environmental condition of the site offered within this Request for Proposals.**



## **Section IX**

### **SUBMISSION DEADLINE**

To be considered, all Request for Proposals must be delivered to the Office of the Planning and Development Department, Real Estate Development Division, located at 65 Cadillac Square, 20<sup>th</sup> Floor, Detroit, Michigan, before **3:00 p.m., local time, Monday, July 13, 2009.** The responsibility of getting the Request for Proposals to the Real Estate Development Division rests entirely with the person or persons submitting the request.

Request for Proposals may be obtained from the Planning and Development Department, Real Estate Development Division, 65 Cadillac Square, 20<sup>th</sup> Floor, Detroit, Michigan 48226, beginning **Monday, April 13, 2009 through Monday, July 13, 2009** weekdays between 9:00 a.m. and 4:00 p.m., excluding holidays.

## **Section X**

### **REQUEST FOR PROPOSALS TIMETABLE**

#### **ACTIVITIES**

#### **DATE**

Request for Proposals Available for Distribution	April 13, 2009
Deadline for Receipt of Proposals	July 13, 2009
Set up RFP Evaluation Team	July 14, 2009
Open/Assign Bid Proposals	July 15, 2009
Review/Score Bid Proposals	July 17, 2009
Final Selection/Recommendation	July 20, 2009
Notification Letter to Winning Proposal	July 23, 2009

For further information and/or submission of the Statement of Proposals, please contact:

**City of Detroit  
Planning & Development Department  
65 Cadillac Square, 20<sup>th</sup> Floor  
Detroit, MI 48226  
Attention: Chidi Nyeche or Alexander Pollock  
Eastern Market (South Phase of Parcel No. 4) - Response  
Telephone: (313) 224-6511 or (313) 224-1325**